

Satellite Training Center Banjarmasin

Jl. A. Yani Km. 16.4 Banjarmasin 70235
South Kalimantan - INDONESIA
Phone: +62-511-6747991 (Hunting)
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Seat Confirmation Letter

No. : 33 / IV / 2019 Date : April 24, 2019

To : Participant of Planning & Scheduling

From : People Development Supervisor

Cc : General Manager, Branch Manager, Human Resources Manager, Department Head,
TC Cileungsi, STC Banjarmasin

We confirm seat for :

NO	BRANCH	NAME	SN
1	Banjarmasin	Yuwita Pratiwi	16445
2	Batu Kajang	Charles Leonard	3632
3	Batu Kajang	Irmansyah	20985
4	Batu Licin	Devi Christiyanto	29356
5	HO Southern	Akhmad Salimi	22195
6	HO Southern	Muhammad Syarifuddin	4464
7	Tanjung	Seprin Asang Pananda	20207
8	Tanjung	Tri Adhi Nugroho	26335
9	CRC Balikpapan	Heru Santoso	7083
10	CRC Balikpapan	Noval Palayukan	24802

To Attend:

Course Title : Planning & Scheduling
Schedule : 29 - 30 April 2019
Time : 08.00 - 17.00 Wita
Location : STC Banjarmasin New Building
Jl. A. Yani Km.16 Banjarmasin 70235, Kalimantan Selatan

Following the above confirmation, please find below additional information for your reference:

- Participant from outside Banjarmasin are required to stay at:

“Best Western Kindai Hotel”
Jl. Ahmad Yani Km. 4,5 No. 437 Banjarmasin
South Kalimantan 70236
Phone (0511) 677 5577

- Check in on 28 April 2019
- Check out on 01 May 2019

- Hotel will provide:

- Breakfast & Dinner (exclude mini bar & drug store)
- Dinner max Rp 130.000 / person exclude Tax
- Daily laundry Max. 5 Pcs / day (1 Set)
- Transportation from the hotel to the office and back to hotel.

Therefore, we need you to stand by at the hotel lobby at 07.00 Wita to be picked up by car.

- Other expenses not covered under company GL, will charge to Personal Account.
- Coffee breaks and lunch are included during the training session.
- **Dress code during the training session is formal shirt / Uniform (No Jeans).**

Yours sincerely,



Fuad Rahman

People Development Supervisor